

RECRUITMENT GUIDE

Date

May 1980

Position Description: Position is located in the [redacted] of the [redacted] Incumbent operates a variety of communications equipment and must be able to type teletype perforated tapes at speeds of 40-70 words per minute for extended periods of time. Incumbent works on a rotating shift and is subject to occasional overtime. May be required to serve TDY tours in the field, sometimes on short notice. Relays perforated tapes from one circuit to another as required and logs, disseminates and files heavy volume of teletype messages received from various locations. Performs other related duties as assigned.

POSITION TITLE:

Teleg Typw Operator

GS-6/7

Specifications:

Education: High School graduate is required.

Language: N/A

Experience: Military background in teletype communications is desired but not mandatory. Accurate typing experience a necessity.

Salary Range: GS-6/7 PATB Yes Special Clearances No

Type Employment Staff Location Headquarters

Trans. Paid No HHE Moved No Medical Dept. Full Duty X

Additional Information: Immediate requirement for one employee, with additional openings likely.